

SAP SuccessFactors Onboarding Academy

Course Duration: 40 Hours

Course Code: SF-ONB

1. Course Overview

The **SAP SuccessFactors Onboarding Academy** course is designed to help learners master the key functionalities of SAP SuccessFactors Onboarding. It focuses on enabling organizations to streamline their onboarding processes, engage new hires from day one, and integrate seamlessly with other SAP SuccessFactors modules. Participants will gain hands-on experience in configuring onboarding programs, managing compliance forms, and delivering a smooth new hire experience.

2. What You'll Learn?

- Fundamentals of SAP SuccessFactors Onboarding
- Setting up and configuring onboarding programs
- Managing compliance forms and documentation
- Integration with Employee Central and Recruiting Management
- Monitoring onboarding processes and generating reports
- Best practices for enhancing new hire experiences

3. Target Audience

- HR Professionals and Onboarding Specialists
- SAP SuccessFactors Functional Consultants

- Learning & Development Teams
- System Administrators managing SuccessFactors modules

4. Pre-Requisites

- Basic knowledge of HR and recruitment processes
- Familiarity with SAP SuccessFactors Employee Central is recommended

5. Course Content (Modules)

- **Module 1:** Introduction to SuccessFactors Onboarding
- **Module 2:** Configuration of Onboarding Programs
- **Module 3:** Compliance Management and Document Handling
- **Module 4:** Integration with Employee Central and Recruiting
- **Module 5:** Managing New Hire Experience
- **Module 6:** Reporting and Analytics in Onboarding
- **Module 7:** Best Practices for Effective Onboarding